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ADM-10.5

16 August 1965

DD/ST# 3845-65

MEMORANDUM FOR: Chief, Applications Division

SUBJECT : Plans for the Designing and Implementation  
of the Agency Management Information  
System

1. Attached is an OCS planning paper for the Agency Management Information System. It establishes the tasks to be performed, the assignment of responsibilities, target dates, and staffing requirements for OCS.

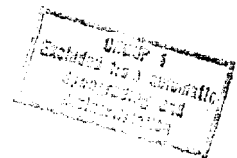
25X1A 2. The schedule of estimated target dates summarized on page 5 of the paper has been coordinated with [REDACTED] of the DD/S. He agrees that the target dates are realistic and the dates can be considered as objectives for planning purposes. However, he believes that it would be premature to publish them as a schedule at this time.

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[REDACTED] has read the paper and is aware of its contents.

3. The estimates for staffing this project in OCS are based upon my best judgment at this time as to the number of analysts and programmers necessary and as to the methods of acquiring such personnel for assignment to the project.


4. It is important to realize that proceeding as suggested in the paper implies success in acquiring and allocating personnel as outlined. Any significant variation to the "mix" of personnel could result in a major delay to the progress of the project. The interdependency of personnel staffing sources is a major factor relevant to the success of the project.



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5. I am prepared to discuss the contents of this paper with you at your convenience.

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Deputy Chief  
Management Support Branch